

Jadavpur University

Enquiry No.: UPE-II/CDLD/1/14

Date: 27.05.2014

Details of the Tender terms & Conditions for DSpace Solution and related infrastructure up-gradation at Centre for Digital Library and Documentation (CDLD)

It is proposed to have a two cover system for this tender.

i) Techno-Commercial Bid: Sealed Envelope containing – covering letter in OEMS/DEVELOPERS/REGISTERED DSPACE SERVICE PROVIDERS (RSP)'s official stationary and Earnest Money Deposit along with the Techno-Commercial Bid. The envelope should be clearly super-scribed with the words – “TECHNO-COMMERCIAL BID”.

ii) Price-Bid: Sealed Envelope containing the Bill of Material with price bid as per the format. The envelope should be clearly super-scribed with the words – “PRICE BID

It is to be noted that Prices/Rates should not be indicated in the Techno-commercial Bid. Only Price Bid should indicate rates. University enjoys special concessions offered by Govt. of India towards the taxes and duties, which need to be taken care of.

Credentials and pre-qualifications of the Bidder & relevant terms and conditions :

1. The bidder should be sound technical & financial reputation and should have experience in supply & implementation of similar solution both in terms of Virtualisation and Digital Library implementation of the DSpace and should be certified by a listed DSpace Service Provider
2. The vendor should submit list of customers to whom similar solution were supplied along with name & full addresses of the customers indicating order reference etc.
3. Any other credential in support of the performance / capacity of the bidders may be submitted.
4. Warranty or subscription and support as applicable to be offered for a period of 1/3/5 years and to be clearly indicated if otherwise. (Comprehensive warranty: 3/5 Yrs. for H/W and 1 Yr. /3 Yrs. for S/W Subscription & support).
5. Bidder must submit requisite authorization from OEMS/DEVELOPERS/REGISTERED DSPACE SERVICE PROVIDERS (RSP) for all products offered.
6. Bidder must have at least one successful installation for DSpace in India and must submit a list of customers preferably in Educational Institutions with installations relevant to Virtualisation and Digital Library.
7. After sales / service facilities are to be elaborated clearly.
- 8. Bidders are asked to quote for complete solution only. Part bidding will not be permitted.**
9. (a) The bidder must submit tender specific authorization letter from the respective OEMS/DEVELOPERS/REGISTERED DSPACE SERVICE PROVIDERS (RSP). ; (b) The bidder should be the authorized partner of all products.
10. The Bidders/OEMS/DEVELOPERS/REGISTERED DSPACE SERVICE PROVIDERS (RSP) shall furnish the documentary evidence that they have financial & technical capability necessary to supply the items mentioned herein and carry out the job works required for successful implementation of the proposed work at CDLD (JU).
11. While giving technical quotations the bidders have to clearly show technical compliance of the schedule items in a tabular form, where first column has technical specifications and second has complied or not; any deviations must be explicitly mentioned with proper justification in a separate column.
12. Authentic technical literatures should be submitted for all the items offered. All such datasheets & documentation should be publicly available from the OEMS/DEVELOPERS/REGISTERED DSPACE SERVICE PROVIDERS (RSP)'s website. A soft copy of the compliance along with all necessary product literature should be submitted with the technical bid in a CD/DVD media. The bidder's name, tender notice number & date clearly mentioned on the CD/DVD media using permanent link.

13. The bidder should also submit a detailed un-priced Bill of Material in tabular format with complete product description, quantity, etc. This detailed un-priced BOQ should be attached/enclosed with the technical compliance mentioned above both in hard copy as well as soft copy (in the CD/DVD media).
14. All the prices quoted should be for delivery at JU (as destination).
15. The prices should be quoted item-wise (as per serial no.) as well as total system cost (inclusive of everything) ascertaining cost to JU.
16. The vendor should submit list of customers to whom similar solution were supplied along with name & full addresses of the customers indicating order reference etc.
17. Bidder must have installation for DSpace and must submit a list of customers (including Govt./PSU/Educational Institutions) with installations relevant to Virtualisation and Digital Library. A brief proof for such experience (copies of orders/installation certificate) should be included in the technical bid.
18. (a) Bidder must have implemented DSpace and Blade Server/Storage with Virtualisation in customer site in India. ; (b) The bidder should have the experience of blade and storage installation in at least three locations in India.
19. The Bidders/OEMS/DEVELOPERS/REGISTERED DSPACE SERVICE PROVIDERS (RSP) should have service support in Kolkata with technical know-how to troubleshoot. The response time should not be more than 24 hours/next working day.
20. The bidder shall have a well-established support infrastructure for call reporting & logging, escalation, on-site support as well as remote support using telephonic & remote login using web/Internet. The bidder should preferably have a toll-free number on which problems and calls may be lodged. The bidder should submit complete details pertaining to such support infrastructure in a separate sheet clearly indicating the support structure and escalation matrix.
21. The OEMS/DEVELOPERS/REGISTERED DSPACE SERVICE PROVIDERS (RSP)/Bidder shall carry out a thorough post-installation testing and provide detailed documentation of the project.
22. The successful OEMS/DEVELOPERS/REGISTERED DSPACE SERVICE PROVIDERS (RSP)/Vendor who is selected by JU and awarded the Purchase/Work order for this project shall undertake to supply, install, configure, and commission all the items mentioned herein.
23. University is exempted from the excise duty, CVD etc.
24. Prices quoted should be firm & net and minimum period of validity of the quotation SHOULD BE FOR TWO MONTHS from the closing date.
25. Samples must be submitted where specified so as to reach this office before the DUE DATE of Enquiry.
26. Samples must be labeled clearly with our ENQUIRY NUMBER, DUE DATE, NAME OF FIRM and number on sample must correspond to the items in the tender.
27. The University does not bind itself to accept the lowest or any tender or assign any reason for non-acceptance.
28. It further reserves the right to accept any tender in part or in whole at its option.
29. If the University finds that the items supplied are not of the contract quality or not according to the specification required by the University or otherwise not satisfactory owing to any reason, of which the University shall be the sole judge, the University shall be entitled to refuse the acceptance of the said items, cancel the order and buy its requirement elsewhere at supplier's responsibility.
30. Total price should include all components and fixed for the period of contract.
31. Non Compliance of the order may lead to cancellation of estimate and no enquiry will be issued in future.
32. Up-to 10% of bill value may be deducted for default on delivery.
33. IN ALL CASES OF DISPUTES, THE DECISION OF THE UNIVERSITY SHALL BE FINAL & BINDING ON YOU.
- 34. EMD of Rs. 50,000/- [Rupees Fifty thousand only] is to be paid with the bid, irrespective of the quotation submitted by OEMS/DEVELOPERS/REGISTERED DSPACE SERVICE PROVIDERS (RSP) or Authorized Vendors/Bidders. The DD should be drawn in favour of 'Jadavpur University'.**
35. Tender document should be downloaded from our website (www.jaduniv.edu.in) and no tender document will be issued from JU.